

# **Minnesota Wing Cadet NCO School 16-19 October 2003, Camp Ripley, MN Letter of Acceptance**

Congratulations on accepting the challenge to make yourself a better cadet and NCO!

Your application for the 2003 Cadet NCOS has been received and you have been accepted!

Please review **ALL** of the information contained in this e-mail. Cancellation policy and packing lists are included below.

## **Fee Payment and Cancellation Policy**

Should you need to cancel please call me ASAP at 612-296-0474 or e-mail me at pa@mnwg.cap.gov before Friday 10 October 2003. Cancellation requests received after that date would not be honored.

If you applied on the web, please make sure that you send the payment form with your parents and Unit CC/DCFC's signatures to Wing HQ. A check or money order payable to Minnesota Wing with the \$35.00 fee must accompany this. The form and check can be sent to the following address:

**Minnesota Wing, Civil Air Patrol  
Attn: 2003 Cadet NCOS  
P.O. Box 11230  
St. Paul, MN 55111-0230**

If payment and participation form is not received by Monday 13 October you will not be allowed to attend. Please write your last name and NCOS in the memo area of the check. The Payment Form can be downloaded from this web address:

[www.mnwg.cap.gov/cp/mla/support/payform.pdf](http://www.mnwg.cap.gov/cp/mla/support/payform.pdf)

## **Travel Arrangements**

Travel will be the responsibility of each student. We encourage you to arrange car pools within your unit and with other nearby units. Flight Operations are **NOT** authorized into Camp Ripley or Miller Army Airfield.

Please insure that the driver of the vehicle has a current Minnesota Driver's License and proof of registration/insurance on their person. You will need this to get onto Camp Ripley. When your rides come to pick you up on Sunday 19 October they will also need these items to get on the post.

If you drive your own vehicle to Camp Ripley please be prepared to turn in your vehicle keys at registration.

## **NCOS Start and Arrival Times**

NCOS will start at 2000 on Thursday 16 October. We are located at building 7- 133. A map will be posted to the school website [www.mnwg.cap.gov/cp/mla](http://www.mnwg.cap.gov/cp/mla) in the student info section.

The welcome will start promptly at 2000. Uniform will be the BDU/CUU.

Registration opens at 1830 and closes at 1950. Building 7-133's phone is 1-320- 632-7645. We also have VHF radio communications set up. The call sign StarFish 900. This number and call sign will be operative starting at 1800 16 October.

For Emergencies only, Parents and Commanders can call Post Security at 1-320-632-7339.

Attendees and staff will be able to arrive as early as 1500. The advance party will have the building opened at that time.

The activity is scheduled to conclude in the early afternoon on Sunday, 19 October. Personnel will be released after the barracks have been turned in to Camp Ripley. **NO ONE** will be released until the barracks has been turned in. (We plan on this to happen before 1600)

Attached to this letter is a packing list. Please use this list to ensure you bring all necessary items. You are responsible for ensuring your grooming meets all CAPM 39-1 standards prior to arrival. We will be on post with several Reserve and National Guard units that are training or deploying in support of the War on Terror. We must all take special efforts to look and be the best that we can be.

Again congratulations and I look forward to seeing you on October 16<sup>th</sup>.

AL PABON, 1st Lt, CAP  
Project Officer, 2003 Cadet NCOS and BCOC

# **NCOS Equipment List**

This is a recommended equipment list for the 2002 NCOS. If you require additional items (medications, etc.) by all means, BRING THEM!

Please note that you need to bring a sleeping bag. NO bedding will be provided. Also please bring all needed uniforms with you to NCOS. If you do not have a uniform item contact your squadron supply for it or have your squadron contact Wing Logistics and they may be able to help.

There is a Clothing Sales Store (MCSS) at Camp Ripley. It has a very limited inventory but you should be able to get items like BDU Caps there and perhaps complete BDU uniforms. No guarantees that there will be time to go to MCSS or if they have the item you need. So be prepared.

You will not need Service Dress "Blues" for NCOS. The BDU or CUU will be the only uniform you need.

There will be no contraband search. However this is a CAP event and the usual protocols will be observed. No weapons, tobacco products, adult beverages and pornographic materials will be brought to NCOS. If these materials are found they will be confiscated and you will be disciplined. This discipline could include grade reduction and possible termination of CAP membership.

## **Personal Items: (Suggested List)**

Current CAP Membership Card  
Sleeping bag  
Notebook, paper and pen/pencil  
Flashlight  
Shoe shine kit  
Personal Hygiene Materials  
Deodorant  
Toothbrush/toothpaste  
Soap  
Towel

Shaving kit (male)  
Shorts, Blue Athletic  
Shoes, Athletic (tennis/running)  
Iron  
Spray Starch/Fabric Finish  
Sewing kit  
Cold Weather gear (gloves, hat, warm socks)  
Comfortable civilian attire

## **Uniforms**

### **Must have all patches and insignia as per CAPM 39-1**

BDU(Battle Dress Uniform)/CUU (Corporate Utility Uniform)

Shirt

Trousers

Cap, BDU (see note below for CUU cap requirement)

Belt, blue, black tip/buckle

Boots, combat, black - Must be highly shined and well broken in!

Socks, black, plain - no design

T-shirt, crewneck, black OR black Turtleneck

Blousing bands

Civilian Jacket

Field Jacket (Woodland Pattern)

Grade insignia

Flashlight

Road Guard Vest

**Note 1:** If you choose to wear the CUU please insure that you either have a CAP Baseball Cap or a Blue Patrol Cap. A cap is required for the wear of this uniform at NCOS. Boots will be worn and pants bloused with the CUU at NCOS. A Black T-shirt/Turtleneck will be worn with the CUU at this year's NCOS. For info on the wear of this uniform please go to this web address: [www.mnwg.cap.gov/cp/mla02](http://www.mnwg.cap.gov/cp/mla02) and click on the student list link. There you will find a link to a PDF file that describes the new uniform.

**Note 2:** The weather may be cold. In the past we have had very pleasant weather (in the 70's) and below freezing temperatures with snow. So please be prepared. If you do not have a Field jacket a USAF Parka is also authorized outerwear as is the All-Weather Coat. If you do not have these items please bring a warm civilian coat

**Note 3:** BDU's, field Jackets and Accessories (Belts, Patrol Caps, socks and boots) are available for purchase at the Camp Ripley Post Exchange. Sizes may be limited

### **Manuals: You will need each of these at NCOS!**

**A very limited number will be available for a fee at the school**

AFMAN 36-2203, Drill & Ceremonies

CAPM 39-1, Uniform Manual

CAPM 50-1, Introduction to CAP

CAPP 151, Standards, Customs, Courtesies

Leadership 2000 and Beyond, Volume I

Aerospace Modules 1-6